

PENDLETON COUNTY FISCAL COURT SPECIAL CALL MEETING January Term, January 25TH, 2008

COURT MET PURSUANT TO ADJOURNMENT
With
HONORABLE HENRY BERTRAM, COUNTY JUDGE/EXECUTIVE
Presiding

MEMBERS PRESENT: Bobby Fogle, Gary Veirs, Alan Whaley and Stacey Wells.

MEMBERS ABSENT: NONE

COUNTY ATTORNEY: Jeffrey Dean, Present

Invocation was given by Judge/Executive Henry Bertram, followed by the Pledge of Allegiance.

In Re: Agenda.

Judge Bertram presented the agenda for this meeting. Whereupon Squire Veirs made a motion to accept the agenda as presented, seconded by Squire Wells, motion carried.

In Re: Present Fiscal Court with Reorganization Plan.

Judge/Executive Henry Bertram presented the Fiscal Court with a reorganized plan per Pendleton County Administrative Code section 1.5(c.) Motion was made by Squire Wells, seconded by Squire Veirs to approve the Judge's plan, approved unanimously. Information recorded as follows:

Pendleton County Judge/Executive Reorganization Plan Order

January 25, 2008

1. So as to cut county expenses, consolidate the position of Emergency Management Director and E 911 Director into one position.
2. Create the position of E911 Dispatch employee supervisor.
3. Use KRS.39B as a job description for the Emergency Management.

Presented to the fiscal on January 25, 2008 and effective date of this order shall be February 11, 2008.

Attest: Court Clerk

Henry W. Bertram
Pendleton County Judge/Executive

Section 1.4 Procedures for Organization/Reorganization of County Department and Agencies

- A. The Judge/Executive shall submit to the fiscal court a written plan, which describes the services and functions to be performed by each department, agency, commission, or special district to be created. If not disapproved within sixty (60) days, the plans shall become effective (KRS 67.715 (1)).
- B. The plan shall include an organizational chart showing the relationship of each department, agency, commission, or special district to each other and the lines of authority. The chart shall be maintained in current condition and shall be available for public inspection during office hours.
- C. The reorganization plan shall be submitted to fiscal court for review and available for public inspection fifteen (15) days prior to its effective date.
- D. The Judge/Executive or the fiscal court may cause the records and accounts of any administrative agency to be examined at any time.

Section 1.5 -- Procedure for Administrative Agencies

By the first day of July of each year, before a district budget takes effect and after the uniform financial information report required by KRS 65.900 to 65.920 is submitted to the Governor's Office for Local Development, a district shall:

- A. File with the county clerk of each county with territory in the district a certification showing any of the following information that has changed since the last filing by the district:
 - 1. The name of the district;
 - 2. A map or general description of its service area;
 - 3. The statutory authority under which it was created; and
 - 4. The names, addresses, and the date of expiration of the terms of office of the members of its governing body and chief executive officer;
- B. Submit for review, a copy of the district budget, financial statement if prepared, and audit when performed, with the fiscal court of each county with territory in the district; and
- C. Publish, in lieu of the provisions of KRS 424.220, but in compliance with other applicable provisions of KRS Chapter 424, the names and addresses of the members of its governing body and chief executive officer, and either a summary financial statement, which includes the location of supporting documents, or the location of district financial records which may be examined by the public.

In Re: Interview Applicants for E 911 Dispatch Director/Emergency Management Director.

The Fiscal Court interviewed three (3) applicants for the position of E911 Dispatch/Emergency Management Director. The following form was used in the interview process.

911 Director/Emergency Management Director

Interview Questions

NAME _____

Score from 1 to 10, with 10 being excellent

- 1. What are your ambitions and goals over the next several years? _____
- 2. What salary do you expect this position to pay and what is the minimum you will accept? _____
- 3. Are you familiar with the geography of Pendleton County and the structure and type of the emergency services that are provided throughout the county? _____
- 4. This position is a salary position with comp-time. Would you have problems working many extended hours, under extreme circumstances? _____
- 5. Describe a situation that required you to perform a number of things to be done at the same time.
How did you handle it? _____ What was the result? _____
- 6. As an Emergency Management Director/911 Coordinator, you have the opportunity to brief high-ranking officials from local, state, and federal government agencies. Give some examples of briefings you have given high-ranking officials in the past. _____
- 7. As an Emergency Management Director/911 Coordinator you will chair or participate in several committees, such as the Local Emergency Planning Committee, Disaster and Emergency Services Organizations, and others. Give some examples of you experience in chairing or your participation in organized committees. _____
- 8. As an Emergency Management Director/911 Coordinator you will be involved with volunteer organizations such as the Red Cross, amateur radio, rescue squads, Citizens Corp, and Community Response Teams. You will most likely be charged with developing teams for volunteers to conduct such activities as damage assessment, donation centers, and training exercises. Describe some of your experience in working with volunteers. _____
- 9. What do you feel are your weakest points? _____
- 10. Do you have any questions concerning the job you are applying for? _____

In Re: Hire E 911 Dispatch Director/Emergency Management Director.

A motion was made by Squire Fogle, based on the scoring of the applicants to hire Mike Moore as 911 Dispatch/Emergency Management Director, seconded by Squire Whaley, approved unanimously.

In Re: Adjournment.

A motion was made by Squire Wells, seconded by Squire Veirs, carried, that this meeting be adjourned , to meet again in regular session on February 12TH, 2008 at 7:00 P.M., Subject to any call meetings.

PENDLETON COUNTY JUDGE/EXECUTIVE

ATTEST: _____
PENDLETON COUNTY CLERK

